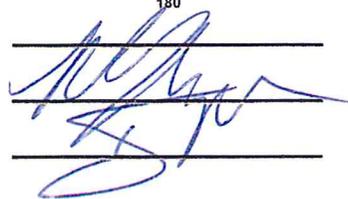


**San Rafael City Schools  
Instructional Minutes Calculation Worksheet  
Fiscal Year 2015-16**

School District: San Rafael Elementary School District  
School Site: **Glenwood** #093

Regular Days	Kinder- garten		Grades 1-3		Grades 4-5		
	Min. Day	Wednesday	Min. Day	Wednesday	Min. Day	Wednesday	
Start	8:45 AM	8:45 AM	8:45 AM	8:45 AM	8:45 AM	8:45 AM	Conference Week
End	1:45 PM	1:45 PM	12:05 PM	1:45 PM	12:05 PM	1:45 PM	
Number of Hours	3:20	5:00	3:20	5:00	3:20	5:00	BTSN - Sept Open House 8 Conf Last 2 Days
Total Number of Minutes	200	300	200	300	200	300	
Minimum Minutes Per Day	230	230	230	230	240	240	
Absolute Minimum	170	170	170	170	180	180	
Less Recess Less Lunch	0 0	0 (45)	(15) 0	(15) (45)	(15) 0	(15) (40)	
Actual Daily Instructional Minutes	200	255	185	240	185	245	
Number of Minimum Days & Wed.	12	0	12	33	12	33	
Annual Minutes ~ Minimum Days	2,400	0	2,220	7,920	2,220	8,085	
Total Annual of Instructional Minutes	45,240		52,665		55,530		0
Statutory Required Number of Minutes	36,000		50,400		54,000		58,160
1982-1983 Actual Minutes	31,680		48,400		52,800		
Required Minutes for District	36,000		50,400		54,000		
Board Policy	36,000		50,530		53,990		
(Under) Over	9,240		2,265		1,530		0

180  
Approved:  
  
Principal:  
  
Reviewed:

180  
  
180

Date: 8/5/2015  
Date: 8/7/2015  
Date: 8/6/15

GL

**SAN RAFAEL CITY SCHOOLS 2015-2016 DISTRICT CALENDAR**

Month	M	T	W	T	F	DRAFT Calendar Details
August 2015	3	4	5	6	7	8 Aug. 17: K-8 Staff Development Aug. 17 & 19: 9-12 Teacher Work Days Aug. 18: 9-12 Staff Development Aug. 18-19: K-8 Teacher Work Days Aug. 20: First Day of School
	24	25	26	27	28	
	31					
September 2015		1	2	3	4	21 Sept. 7: Labor Day Holiday Sept. 26: Summerfest
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
October 2015				1	2	21 Oct. 19: Non-Student Day K-5, VV (6-8) Teacher Work Day DMS & 9-12 Non-Teacher Day Oct. 19 - 23: K-5 Conference Week
	5	6	7	8	9	
	12	13	14	15	16	
	19	20	21	22	23	
November 2015	26	27	28	29	30	16 Nov. 11: Veteran's Day Nov. 25 & 27: Local Recess Days Nov. 26: Thanksgiving Nov. 30: Non-Student Day (9-12 Non-Teacher Day) K-8 Staff Development
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
December 2015	23	24	25	26	27	14 Dec. 21-Jan. 4: Winter Break
	30					
		1	2	3	4	
	7	8	9	10	11	
January 2016	14	15	16	17	18	18 Jan. 4: Non-Student Day K-5 Staff Development 6-12 Teacher Work Day ***Includes VV 6-8*** Jan. 18: MLK Holiday
	21	22	23	24	25	
	28	29	30	31		
					1	
February 2016	4	5	6	7	8	16 Feb. 15-19: Mid-Winter Break
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	
March 2016	1	2	3	4	5	22 Mar. 14: Non-Student Day K-5 Teacher Work Day DMS & VV 6-8 Staff Development 9-12 Non-Teacher Day Mar. 14-18: K-5 Conference Week
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
April 2016	29					16 April 11-15: Spring Break
		1	2	3	4	
	4	5	6	7	8	
	11	12	13	14	15	
May 2016	18	19	20	21	22	21 May 30: Memorial Day
	25	26	27	28	29	
	2	3	4	5	6	
June 2016	9	10	11	12	13	7 June 9: Last Day of School June 10: DMS & 9-12 Teacher Work Day
	16	17	18	19	20	
	23	24	25	26	27	
	30	31				
June 2016			1	2	3	7 June 9: Last Day of School June 10: DMS & 9-12 Teacher Work Day
	6	7	8	9		
	20	21	22	23	24	
	27	28	29	30		

**First Day of School:**  
ALL STUDENTS  
August 20, 2015

**Teacher Work Days**  
K-8 Teachers: August 18 and 19  
9-12 Teachers: August 17 and 19  
K-5, VV (6-8) Teachers: October 18  
6-12 Teachers: January 4  
K-5 Teachers: March 14  
DMS & 9-12 Teachers: June 10

**Staff Development Days**  
K-8 Teachers: August 17  
9-12 Teachers: August 18  
K-8 Teachers: November 30  
K-5 Teachers: January 4  
DMS & VV 6-8 Teachers: March 14

**Classified Staff Holidays**  
September 7  
November 11  
November 26 and 27  
December 24, 25 and 31  
January 1  
January 18  
February 15 and 19  
April 15 (Friday of Spring Break)  
May 30  
July 4

**Thanksgiving Break:**  
November 25 - 27, 2015

**Winter Break:**  
December 21, 2015 - January 4, 2016  
(K-12 teachers work on January 4)

**Mid-Winter Break:**  
February 15 - 19, 2016

**Spring Break:**  
April 11 - 15, 2016

**1st Semester ends:**  
December 18, 2015

**2nd Semester ends:**  
June 9, 2016

**K-12 Last Day of School:**  
June 9, 2016  
8th grade Promotions  
High School Graduations

Student Days: 180 Total Staff Days: 184 Teacher Work Days: 4

Staff Development Days (K-8): 3 High School Staff Development Days: 1

Legend:  
Blue=Classified Staff Holiday  
Orange=Staff Development Day  
Green=Teacher Workday

Board Approved: 12/8/14

31 36 33 33 35 168  
3 4 2 12

skip



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## Daily Schedules

Kindergarten		1st - 3rd Grade		4th and 5th Grades	
AM Recess	8:30am-8:45am	AM Recess	8:30am-8:45am	AM Recess	8:30am-8:45am
Morning Bell	8:45am*	Morning Bell	8:45am*	Morning Bell	8:45am*
Morning Gathering (M/F)	8:45am - 9am	Morning Gathering (M/F)	8:45am-9am	Morning Gathering (M/F)	8:45am-9am
Instruction Block	9am-10:30am	Instruction Block	9am-10:45am	Instruction Block	9am-10:45am
Snack Recess	10:30am-11am	Snack Recess	10:45am-11am*	Snack Recess	10:45am-11am*
Instruction Block	11am - 12:15pm	Instruction Block	11am - 12:15pm	Instruction Block	11am - 12:20pm
Lunch	12:15pm-12:45pm	Recess	12:15pm-12:40pm	Recess	12:15pm-12:40pm
Recess	12:45pm-1pm	Lunch	12:40pm-1pm*	Lunch	12:40pm-1pm*
Instruction Block	1pm-1:45pm	Instruction Block	1pm-2pm	Instruction Block	1pm-3:15pm
Dismissal	1:45pm	Recess	2pm-2:15pm	Dismissal	3:15pm*
		Instruction Block	2:15pm-3:15pm	3:15pm*	
		Dismissal			

**WEDNESDAYS:** Everything is shifted back 15 minutes. The entire school is dismissed at 1:45pm. Start time remains the same.

**MINIMUM DAYS:** Entire school is dismissed at 12:05pm (Back to School and Open House nights).

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**San Rafael City Schools**  
 310 Nova Albion Way, San Rafael, California 94903  
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